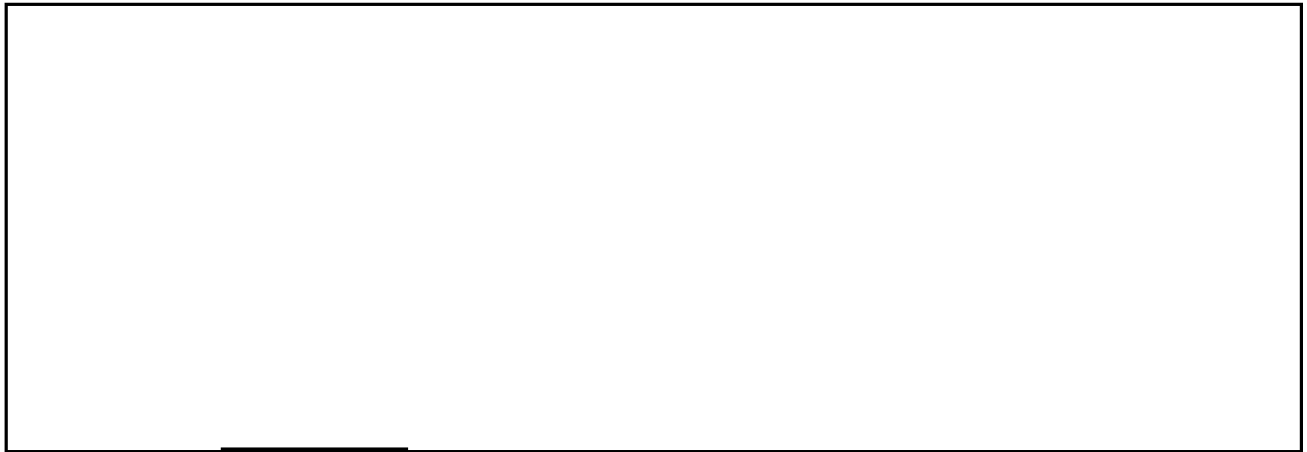


MINUTES OF GEOGRAPHIC AREA STAFF MEETING, 15 NOVEMBER 1954



25X1

25X1A9A [] commented that each branch and division chief must be able to justify the mission and functions of units under his supervision. A slip of paper should be prepared for each branch and division indicating name of supervisor, name of unit, mission and function, and T/O. [] will prepare the ones for the divisions. Each supervisor interviewed by the Clark Committee staff will prepare a detailed record of the discussions.

25X1A9A [] advised that all personnel should put their best foot forward but that there is nothing to be held back.

25X1A9A 2. [] reported that the subject of proselytizing was discussed at the last OAD staff meeting. It was emphasized that the individual applicant must obtain a release from his agency before anything can be done in CIA.



25X1

4. Documents bearing control classifications, such as "Official Use Only", must be considered classified trash, even though they bear no security classification.

25X1A9A 5. [] advised that [] is collecting a commendations file. The division chiefs reported that they had already been contacted [] on this subject. [] advised that the divisions should continue to keep their own files of commendations, even though St/PC is establishing this ORR file.

25X1A9A

25X1A9A

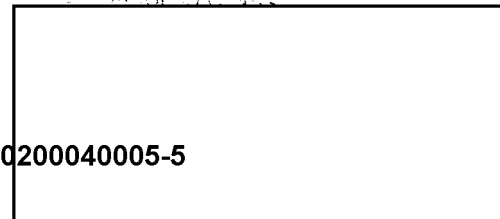
25X1A9A

25X1A9A 6. [] reported that he has received the recommendations of the IG survey. Their recommendations were as follows: [] p/GL should provide better lighting and ventilating facilities in their front office; D/GP should make a survey of functions and missions; and no recommendations for D/GC.

25X1

25X1

DOCUMENT NO. 5
NO CHANGE IN CLASS



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